



Information & Communication Technology: Requirements & Competencies

Our online courses rely heavily upon a number of information and communication technologies to carry out its educational mission. Therefore, all faculty, staff, and students are expected to have a baseline level of competencies with the various technologies used in the program. They are also expected to have the baseline set of technologies at their disposal. These two categories are outlined below.

Technology requirements

- Tablet (iPad, Surface, Android) **OR** Computer (laptop or desktop) of relative recent make & model (2 yrs or newer)
 - PC: Windows 7 or newer
 - Mac: OS X 10.7 (Lion) or newer
- Webcam - Built-in or USB
 - Recommended: USB headset for audio (computer); Apple earbud+mic set as needed (iPad)
- Broadband/high speed Internet service
 - Office or campus internet
 - Home: Cable is best, DSL or Satellite are not recommended.
 - Minimum preferred Internet speed: 1.5 Mbps up/1.5 Mbps down
 - Online speed test: www.speedtest.net
- Web browser: Google Chrome recommended; Firefox, Safari, are also acceptable. Internet Explorer is not recommended and is not compatible with some required systems.
- Word processor and/or office software suite
 - Microsoft Office, Microsoft Word
 - Other word processor that saves in DOC format

Technology competencies

- Ability to browse the World Wide Web with web browser software, logging into secure campus websites
- Ability to read, compose, and respond to emails in email software (application or web browser-based); and attach files to email messages
- Ability to create, edit, and revise documents in a word processor